

## **APPENDIX H**

### **FORT BELVOIR SUPPLEMENT 1 TO AR 200-3: *NATURAL RESOURCES: LAND, FOREST, AND WILDLIFE MANAGEMENT***

DEPARTMENT OF THE ARMY  
U.S. ARMY GARRISON, FORT BELVOIR  
Fort Belvoir, Virginia 22060-5928

FB Supplement 1  
to AR 200-3

20 February 1998

NATURAL RESOURCES  
LAND, FOREST AND WILDLIFE MANAGEMENT

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FOR THE COMMANDER:

MICHAEL A. LEEPER  
COL, AD  
Garrison Commander

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DISTRIBUTION:

A	PLUS
5130	(10)
5840	(10)

OFFICIAL:

  
JOHN S. HODGE  
Acting Adjutant General

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History. This is a new Fort Belvoir Supplement.

Summary. This supplement establishes procedures and policies of the requirements of AR 200-3 specific to U.S. Army Garrison, Fort Belvoir Installation. It specifies the responsibilities of the Directorate of Installation Support, Environmental and Natural Resource Division for Natural Resources Management, including enforcement of fish and wildlife laws and regulations.

Applicability. This supplement applies to all base operations, tenants, contractors, and all military and civil users of the natural resources of U.S. Army Garrison, Fort Belvoir.

Suggested Improvements. The proponent of this supplement is the Directorate of Installation Support, US Army Garrison Fort Belvoir. Users are invited to send comments and suggested improvements on DA Form 2028, Recommended Changes to Publications and Blank Forms, to Directorate of Installation Support, ATTN: Environmental and Natural Resource Division, 9430 Jackson Loop, Suite 107, Fort Belvoir, VA 22060-5130.

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AR 200-3, 28 February 1995, is supplemented as follows:

Page 10, Paragraph 4-9, Urban Forest Management. Add subparagraphs (1) through (3) to subparagraph c:

(1) All proposed tree and shrub removals as well as excavations that may impact tree growth and survival are to be approved by the Directorate of Installation Support (DIS), Environmental and Natural Resource Division. Dogwood, holly, redbud, and mountain-laurel are to be left standing on utility rights-of-way unless an exception to this policy is specifically approved in writing by DIS.

(2) It is the policy of Fort Belvoir to promote site planning techniques and construction practices that maximize retention and protection of existing trees before considering removal. Tree protection measures for retained trees will be required for all new construction.

(3) Two new trees are to be planted for each tree removed through new construction on Fort Belvoir. Requirements for size, species, and location of new plantings will depend on the individual situation. Replacements may include landscape plantings for improved grounds as well as tree seedlings for reforestation. The DIS will make this assessment and recommendation. New planting plans must be approved in writing by DIS, prior to removal of any trees.

Page 11, Paragraph 5-2 (b) (1), Timber Management. Add the following to subparagraph (c):

Local restrictions are as follows:

(1) All other personnel must purchase a written permit to remove firewood from the tree maintenance residue stockpile.

(2) The procedures for obtaining firewood and for storing firewood at installation quarters and the location of the tree maintenance residue stockpile are specified in the Annual Firewood Permits and Receipts Fact Sheet issued by DIS.

(3) The cutting of firewood from any other source on Fort Belvoir is prohibited without first obtaining a firewood permit from DIS, Environmental and Natural Resource Division.

(4) A firewood permit must accompany all firewood removed from Fort Belvoir. The permit must be shown to the Military Police or other official personnel upon request. Procedures for obtaining a firewood permit are specified in the annual Firewood Permits and Receipts Fact Sheet.

(5) Annual firewood prices will be established by DIS and will be based on current market value.

(6) The issuance of permits will be governed by the demand and the availability of resources.

(7) The U.S. Government will not be responsible for any damage or injury to persons or property incurred as a result of the cutting and removal of firewood at Fort Belvoir.

(8) Failure to follow these regulations may result in termination of the permit, and those individuals will not receive additional firewood permits.

(9) All inquiries about firewood should be directed to DIS, Environmental and Natural Resource Division.

Page 13, paragraph 6-1 Fish and Wildlife Management Requirements.  
Add subparagraphs e through k after subparagraph d.

e. Commander, U.S. Army Garrison Fort Belvoir, has the responsibility to establish and enforce policies and procedures involving fish and wildlife management on Fort Belvoir. In accordance with the Cooperative Plan for Conservation and Development of Fish and Wildlife Resources on Military Reservations, all hunting, fishing, and trapping activities on Fort Belvoir will comply with FB Supplement 1 to AR 200-3 and applicable Federal, Commonwealth of Virginia, Fairfax County, Department of the Army, and Fort Belvoir laws and/or regulations. The intent of the above policies is:

(1) To manage Fort Belvoir's fish and wildlife resources. Habitat improvements and population control will serve as the basic means of perpetuating and improving fish and wildlife resources.

(2) To conserve and protect fish and wildlife habitat, and sustain biodiversity, on Fort Belvoir.

(3) To develop and promote good sportsmanship through education and coordinated recreational activities.

f. Major responsibilities performed by the installation Provost Marshal Office (PMO):

(1) Within criteria established in paragraphs 6-2 and 6-3 of AR 200-3, support Installation Natural Resource Enforcement

Personnel in the enforcement of all hunting, fishing, and trapping laws and regulations.

(2) If the records at the end of the hunting day indicate that a hunter has failed to check out of his or her hunting area, Outdoor Recreation personnel monitoring the check in/check out of hunters will notify PMO of the missing hunter, home telephone number, etc. The PMO will contact the hunter's home and office to coordinate search activities for the missing hunter.

(3) Report accidents to the Installation's Safety Director.

g. Major responsibilities performed by DIS:

(1) Provide staff supervision of the fish and wildlife program as outlined in AR 200-3, the Integrated Natural Resource Management Plan and the Cooperative Agreement.

(2) Establish maximum number of hunters per hunting area. Determine harvest limits including buck-to-doe ratio, number, sex, and species per hunter and area. This control may be exercised at any time by DIS when deemed necessary in the interest of natural resource conservation or public safety.

(3) Establish special hunting management, such as early hunting in selected areas, or hunting in areas not designated as hunting areas, inclusive of any security areas. Such special hunting management shall be determined on the basis of the need to reduce or remove deer from specific areas for reasons of safety, herd health, habitat loss, or other environmental concerns. This management will be coordinated with Federal, Commonwealth of Virginia, Outdoor Recreation, and other Army officials for approval.

(4) Issue an annual Hunting Fact Sheet prior to each hunting season detailing open areas and restrictions projected for that year.

(5) Develop and implement comprehensive management plans, maintain and manage day-to-day activities at the Accotink Bay Wildlife Refuge and the Jackson Abbott Wetland Refuge.

(6) Develop and implement a comprehensive management plan for the Fort Belvoir Forest and Wildlife Corridor.

(7) Within criteria established in paragraphs 6-2 and 6-3 of AR 200-3, enforce all hunting, fishing, and trapping laws and regulations.

h. Major responsibilities performed by the Directorate of Personnel and Community Activities (DPCA):

(1) Coordinate recreational aspects of the hunting program and issue a hunting Memorandum of Instruction annually in coordination with other Directorates to include DIS and DPTMS.

(2) Issue and record installation's hunting permits.

(3) Coordinate with Directorate of Plans, Training, Mobility and Security, (DPTMS) on the availability of training areas for the recreational hunting program, to avoid conflicts with training activities when making hunting assignments.

(4) Coordinate with DIS Environmental and Natural Resource Division on the availability of wildlife areas for the recreational hunting program when making hunting assignments.

(5) Inform PMO of any hunters who fail to check out of their hunting areas at the end of the day so established search procedures can take place.

(6) Sponsor the required safety briefing(s) and qualification tests.

(7) Ensure that all hunters have completed a Virginia approved hunter safety course, International Bowhunter Safety course and a DPCA archery proficiency test.

(8) Promote the organization and development of clubs (conservation, sportsmen, etc.).

(9) Coordinate new Game Check-in Procedures with DIS, Environmental and Natural Resource Division.

(10) Coordinate tick and blood samples and collection procedures with DeWitt Army Community Hospital Preventive Medicine.

i. Major responsibilities performed by the installation veterinarian:

(1) Conduct periodic disease surveys of the installation's wildlife populations as practicable.

(2) Provide drugs and review dosages for tranquilizing wild species of animals.

(3) Determine and provide treatment for sick or injured wildlife.

j. Major responsibilities performed by DPTMS:

(1) Review proposed hunting seasons, dates and areas to assure there is no conflict with training, testing, and other official requirements when developing training area schedules.

(2) Notify the hunter control activities (e.g., DIS and DPCA) of training schedules for each area including any late cancellations.

(3) Provide environmental protection of the training areas through controlling unauthorized use, off-road vehicle use and illegal dumping in cooperation with DIS and PMO.

k. Major responsibilities performed by Staff Judge Advocate (SJA):

(1) Review Fort Belvoir hunting and fishing regulations for conformance with Federal, Commonwealth of Virginia, and Army laws and regulations.

(2) Ensure that all violations of Federal, Commonwealth of Virginia, local and Army fish and wildlife regulations are investigated and prosecuted as appropriate.

(3) Review administrative revocation of privileges for legal sufficiency.

Page 13, Paragraph 6-2. Authority to Hunt, Fish and Trap. Add subparagraphs f through j after subparagraph e.

f. Except for the prohibited practices and requirements listed below, the specific fishing laws and regulations to be followed by Fort Belvoir fishermen are identical to those of the Commonwealth of Virginia regulatory agencies governing the water body.

(1) Current Federal, Commonwealth of Virginia, and local laws and regulations will prescribe open seasons, size, and creel limits of fish taken. Limits may be modified by DIS for natural resource management purposes within the bounds of these laws and regulations.

(2) Trotlines and snags are not permitted in any fishing waters on the installation.

(3) Fishermen and boaters are required to provide for environmental protection of all shoreline areas through restricting watercraft launching to designated marina launch facilities. Streambank clearing, littering, parking in other than designated areas, and driving of privately owned vehicles (POV) off primary installation roads are prohibited.

(4) Scheduled training and military missions have priority over hunting and fishing at all times.

g. Except for the prohibited practices and requirements listed below, the specific hunting laws to be followed by Fort Belvoir hunters are identical to those of the Commonwealth of Virginia and Fairfax County regulations. These are published annually by the Virginia Department of Game and Inland Fisheries.

(1) Individuals wishing to hunt deer must have in their possession a current Fort Belvoir area pass and parking permit, a valid Virginia hunting license, and a Virginia Archery Big Game and/or firearms Big Game Stamp. Persons only wishing to hunt small game must have a Virginia hunting license and a Fort Belvoir hunting permit.

(2) Fort Belvoir hunting permits will be issued only upon personal application at the hunting control point on authorized hunting days.

(3) In accordance with the Memorandum of Instruction, persons under eighteen years of age must be accompanied by a licensed parent or guardian while hunting on the Installation.

(4) Permits are not transferable, are valid for the day on which they are issued, and are valid only in the hunting area specified on the permit.

(5) Authorized hunting areas are presented in the annual Hunting Fact Sheet published by DIS.

(6) Trapping may be permitted as required. All trapping will require a special use permit available from DIS and must comply with all Federal, State, and local laws and regulations.

(7) Falconry is permitted on Fort Belvoir in accordance with all Federal, Commonwealth of Virginia, and local restrictions. Falconers will register with DPCA prior to going afield. Falconers will also be required to register and acquire a daily permit from DIS on the day of the hunt. Only two birds may be flown in any one hunting area at one time and this will not reduce the number of hunters permitted in that area. Under no circumstances may raptors be collected on the installation or any raptor's nest be disturbed.

(8) Legal small game to be taken will be designated annually in the DIS Hunting Fact Sheet.

(9) The DPCA will assign hunters to a specific area. Hunters will not enter another hunting area without first reporting back to the hunting control point. They will be reassigned to a new area, if available.



(10) No hunting is permitted in dud or demolition areas. If a dud is found, the site shall be marked and the exact location reported to DPTMS immediately.

(11) All hunters are required to process in and out of the DPCA Outdoor Recreation Office whether or not they have harvested any deer. Willful failure of any person to check in and out may cause denial of future hunting privileges on Fort Belvoir. All harvested big game must be checked at the Virginia Game Check Station (Outdoor Recreation Office) or Military Police (MP) Station prior to removal from Fort Belvoir.

(12) The hunting permit and parking permit will be issued at the DPCA Outdoor Recreation Office. The parking permit must be displayed on the inside left (driver's side) of the vehicle's windshield.

(13) All deer killed will be tagged in the field, and checked and weighed at the Fort Belvoir Game Check Station, or checked at the MP Station, in accordance with the Memorandum of Instruction.

(14) Organized group hunting is prohibited.

(15) Dogs will not be used for hunting.

(16) A Memorandum of Instruction will be prepared annually by DPCA to include hunter qualification dates, times, fees, and reservation information (dates and times).

(17) A Hunting Fact Sheet will be prepared annually by DIS and appended to the Memorandum of Instruction prior to distribution to the hunting public. The Hunting Fact Sheet will specify hunting slots and areas open, hunting dates, safety restrictions, legal game, bag limits, legal weapons and special restrictions concerning environmental management.

(18) Bow hunting may be done from the ground or from elevated stands. Hunters are encouraged to use portable tree stands. No additional permanent tree stands will be permitted to be built on the installation. Repair of existing numbered tree stands may be performed. Existing tree stands can be used on a first-come basis. Any hunter using a tree stand on the installation is doing so at HIS/HER OWN RISK. The U.S. Government will not be responsible for any damage or injury to person(s) or property incurred as a result of using a tree stand for hunting on Fort Belvoir.

(19) Scheduled training and military missions have priority over hunting and fishing at all times.

h. Hunters will comply with the following safety requirements:

(1) Prior to making a hunting reservation, all hunters will be required to document that they have satisfactorily completed a Virginia approved hunter safety course, International Bowhunter Safety Course, and archery proficiency test.

(2) Buffer areas, within which there will be no hunting, will be included with the safety restrictions in the annual DIS Hunting Fact Sheet.

(3) Hunters will immediately cease hunting and report back to DPCA when any type of training or work activity is observed in their assigned hunting area.

(4) Hunters will ensure that they have a safe field of sight to and beyond their targets.

i. Violators of hunting regulations, safety regulations or principles of good sportsmanship are subject to administrative restrictions, revocation of hunting and fishing privileges and possible judicial proceedings in the Federal Magistrate Court. Military personnel may further be subject to disciplinary action under the Uniform Code of Military Justice.

(1) Application by military personnel for restoration of revoked hunting and fishing privileges on the installation shall be submitted through channels to the installation commander. Application for restoration of hunting and fishing privileges on the installation by civilians will be made in writing to the commander through DIS and DPCA.

(2) Fishing is authorized from dusk to dawn in accordance with applicable Commonwealth of Virginia regulations, except in access-controlled waters, such as training areas and wildlife refuges.

Page 15, Paragraph 7-1. Outdoor Recreation. Add subparagraph e after subparagraph d.

e. Any proposed outdoor recreation use of installation refuges (Accotink Bay Wildlife or Jackson Abbott Wetland refuges) must be coordinated with, and approved by DIS. No outdoor recreation activities which are likely to have a detrimental effect on natural resources shall be permitted to occur in the refuges. Installation refuges are closed from dusk to dawn unless otherwise approved by DIS.

Page 15, Paragraph 8-1, Recreational Off-Road Vehicles (ORV), Overview. Add subparagraphs g through j after subparagraph f.

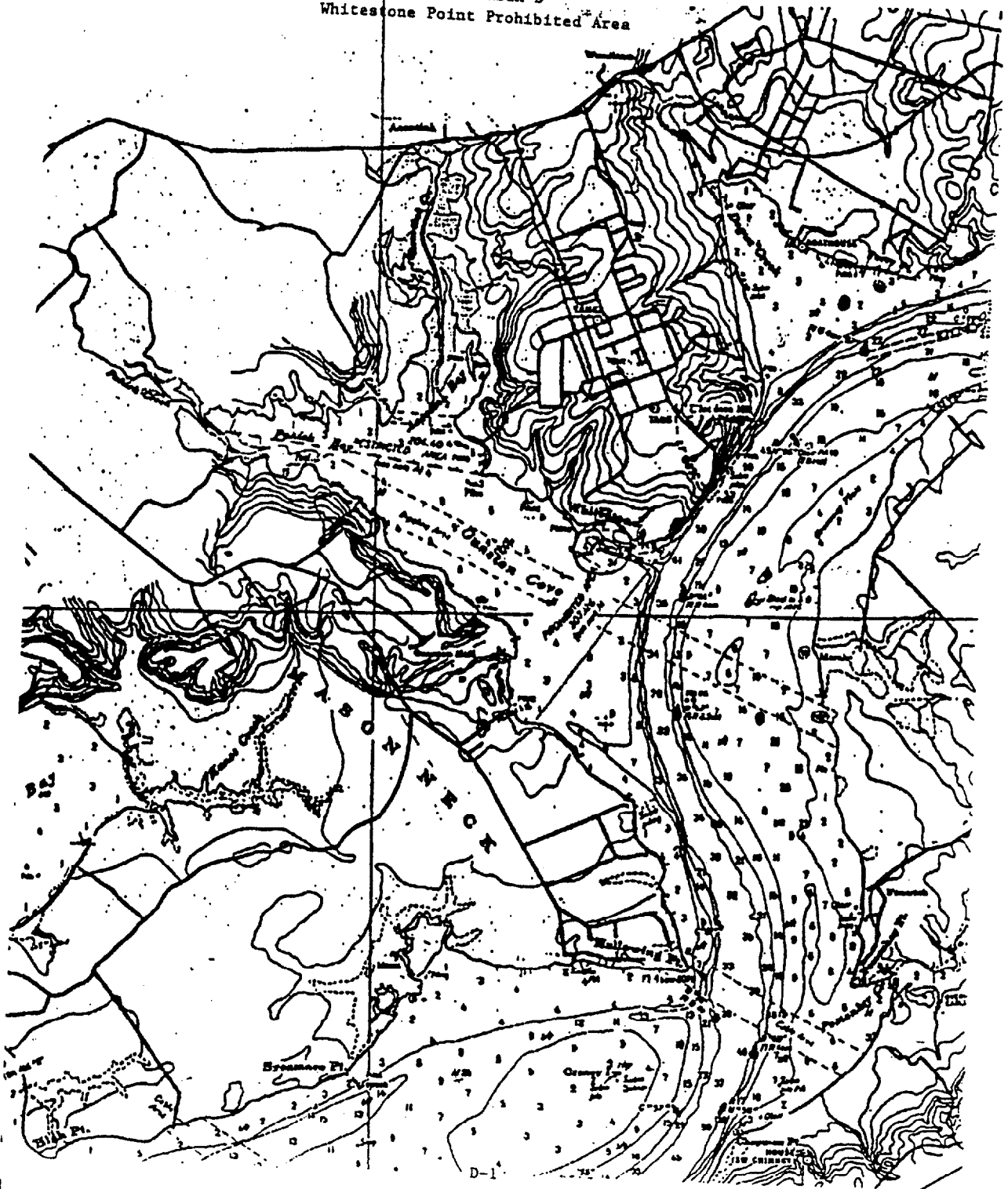
g. Off-road vehicles (ORV), which include but are not limited to motorized all-terrain vehicles, snow mobiles and dirt bikes, may not be operated on Fort Belvoir. Bicycles, which include but are not limited to all-terrain bikes and mountain bikes, are not permitted off paved roadways or off paved bike trails, unless otherwise approved by DIS.

h. Privately owned vehicles (POV), which include but are not limited to state-licensed pickup trucks, sedans, and motorcycles, may not be used on the secondary roads of the installation unless authorized and participating in post-sponsored or approved activities such as volunteer work, research, hunting, wood collecting or training. All participants must carry written authorization from the activity director or his/her authorized representative which specifies the time(s) for which the activity is approved.

i. Privately owned watercraft, which include but are not limited to motorboats, personal watercraft, sailboats, canoes, rowboats, kayaks, and inflatable watercraft, must be launched at designated areas. All watercraft, with the exception of wind-board surfers, must be launched at the marina launch facility, unless otherwise approved by DIS. With the exception of wind-board surfers, no watercraft shall be launched or landed in Tompkins Basin, unless otherwise approved by DIS. No watercraft shall be or launched or landed within the wildlife refuges, unless otherwise approved by DIS.

j. The area known as Whitestone Point, north of Gunston Cove is a "Prohibited Area", from the shoreline at low tide point 207 feet into the cove. No watercraft are authorized in this area, including the T-Pier, except for assets of the Departments of Defense and Transportation (see chart in Appendix A).

APPENDIX D  
Whitestone Point Prohibited Area



## **APPENDIX I**

### **FORT BELVOIR POLICY MEMORANDUM #420-22-00: *TREE REMOVAL AND PROTECTION POLICY***



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, U. S. ARMY GARRISON, FORT BELVOIR**  
**9820 FLAGLER ROAD, SUITE 213**  
**FORT BELVOIR, VIRGINIA 22060-5930**

REPLY TO  
ATTENTION OF

ANFB-ELE-E (25-30xx)  
USAGFB Policy Memorandum # 420-22-00

15 August 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Tree Removal and Protection Policy

(Expires 14 August 2001)

1. Applicability. This policy applies to all military, civilian and tenant activities on Fort Belvoir.
2. Proponent. The proponent and responsible agency of this policy is the Directorate of Installation Support (DIS), Environmental and Natural Resource Division (ELE-E), 806-4007.
3. Policy.
  - a. In recognition of the value and benefits that trees provide to the Fort Belvoir Community, all proposed tree and shrub removals as well as construction and excavation activities that may impact the growth and survival of trees are to be approved by the DIS. Dogwood, holly, redbud, and mountain laurel are to be left standing on utility rights-of-way unless an exception to this policy is specifically approved in writing by the DIS.
  - b. It is the policy of Fort Belvoir to promote site planning techniques and construction practices that maximize retention and protection of existing trees before considering removal. When considering open trenching of utility lines, equal design consideration must be given to boring, pipe-bursting, slip-lining and other techniques that result in lower impacts to trees. Utility rights-of-way are to be co-located where warranted except when prohibited by code. Tree protection measures for retained trees will be required for all construction.
  - c. All contractors and sub-contractors are required to contact the DIS, Environmental and Natural Resource Division for a brief review of natural resource protection requirements before the start of work on Fort Belvoir. This is to be done in conjunction with the excavation permit.
  - d. Two new trees are to be planted for each tree 4 inches and larger in diameter (diameter breast height) removed through construction on Fort Belvoir. Requirements for size and species

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ANFB-ELE-E

SUBJECT: Tree Removal and Protection Policy

will depend on site characteristics and location. The DIS will make this assessment and recommendation. Replacements will generally follow the scheme that includes nursery grown landscape trees for trees that are removed in improved grounds and high visibility areas, and tree seedlings with a mixture of landscape trees for trees lost in unimproved grounds. The primary contractor/agency for the job will be responsible for purchasing and planting designated trees unless otherwise noted in the statement of work, or as the contracting officer directs. New planting plans must be approved in writing by the DIS prior to the removal of any trees.

4. This policy letter does not supersede any other policy letter.



KURT A. WEAVER  
COL, AR  
Garrison Commander

DISTRIBUTION:  
F

## **APPENDIX J**

### **FORT BELVOIR POLICY MEMORANDUM #420-26-00: *EXCAVATION WORK PERMIT REQUIREMENTS AND PROCEDURES***





**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, U. S. ARMY GARRISON, FORT BELVOIR**  
**9820 FLAGLER ROAD, SUITE 213**  
**FORT BELVOIR, VIRGINIA 22060-5928**

REPLY TO  
ATTENTION OF

ANFB-ELC-C (25-30xx)  
USAGFB Policy Memorandum #420-26-00

1 November 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Excavation Work Permit Requirements and Procedures

(Expires 31 October 2001)

1. Applicability. This policy applies to any agency, activity, company or individual who desires to perform any and all types of excavation work on Fort Belvoir.

2. Proponent. The proponent and responsible agency of this policy is the Directorate of Installation Support (DIS), Contract Management Division (CMD) at 806-3765.

3. Policy.

a. Any agency, activity, company, or individual who desires to perform any type of excavation work on Fort Belvoir must obtain an excavation permit prior to commencement of that work in order to minimize the risk of damage to underground utilities and/or communications. Excavation work may include installation of signs and/or fence posts; planting of trees, shrubs, etc.; and digging for any reason. Excavation clearance is necessary in order to ensure the safety of the those individuals doing the work; to avoid costly repairs to utility or communication systems; and avoid the expense and inconvenience caused by interruptions of utility service.

b. Prior to undertaking any activity which involves digging, an excavation permit FB(DIS)FM 75-R must be obtained from the DIS, CMD at 9430 Jackson Loop, Room 215. When appropriate for the work to be accomplished, a drawing showing the general layout and path of the proposed excavation will be provided with the permit request. The requester is required to stake or flag the excavation route every 30 feet and hand carry Items F3 to F9 on the permit for signature. The DIS, CMD will process the permit for excavation. Processing of this permit will take approximately 10-14 days. When each activity has signed the

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permit, the permit will be assigned an excavation risk classification and expiration date as follows: Class I, severe risk, 15 days; Class II, minimal risk, 30 days. The risk classification is based on the number of utilities and communications lines in the area to be excavated. In addition to the aforementioned requirements, the requester is also required to contact Miss Utility to obtain clearances and is responsible for following their procedures as well.

c. Once the permit is approved, it must be kept on-site at all times. The party granted the excavation permit is required to hand-dig within a 10-foot radius of the locator's marks until the exact location of all lines have been determined. If the work is going to exceed the permit expiration date, the requester shall call the DIS, CMD for an extension. The expiration date will be extended only if the utility and communication marks are maintained by the requester; if not, all excavation work will stop until a new permit is approved.

d. The Government, regardless of the type of excavation, reserves the right to have DIS personnel present on-site during any excavation. The Government, at the time of excavation permit processing, will specify on the permit (to include a name and telephone contact number) if on-site DIS personnel are required to be present during excavation. If the excavation permit specifies that a Government representative(s) will be present, the excavator will notify the Government point of contact listed on the excavation permit not less than 24 hours (one full working day) before excavation begins. Failure by the excavator to notify the point of contact listed on the excavation permit may result in the issuance of a "stop work" order by the appropriate authority.

e. The requester shall protect from damage all existing improvements, utilities, communications and vegetation at or near the work site. The requester will be held liable for all damage to persons or property that occurs as a result of the requester's fault or negligence.

ANFB-ELC-C

SUBJECT: Excavation Work Permit Requirements and Procedures

4. This policy does not supersede any other policy letter.

A handwritten signature in cursive script, appearing to read "Kurt A. Weaver".

KURT A. WEAVER

COL, AR

Garrison Commander

DISTRIBUTION:

F

**APPENDIX K**

**FORT BELVOIR POLICY MEMORANDUM #200-04-00:  
*INTEGRATED PEST MANAGEMENT POLICY***



**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, U. S. ARMY GARRISON, FORT BELVOIR**  
**9820 FLAGLER ROAD, SUITE 213**  
**FORT BELVOIR, VIRGINIA 22060-5928**

REPLY TO  
ATTENTION OF

ANFB-ELE-E (25-30xx)  
USAGFB Policy Letter # 200-04-00

24 January 2000

MEMORANDUM FOR SEE DISTRUBTION

SUBJECT: Integrated Pest Management Policy

(Expires 23 January 2001)

1. Applicability. This policy applies to any group or individual performing pest management operations on Fort Belvoir.

2. Proponent. The proponent and responsible agency of this policy and pest management compliance on Fort Belvoir is the Directorate of Installation Support (DIS), Environmental and Natural Resources Division (ELE-E) at 806-4007.

3. Policy.

a. All pest management operations on Fort Belvoir must be in compliance with the Fort Belvoir Integrated Pest Management (IPM) Plan (May 98) as well as applicable Federal, State and local laws. This includes the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA), as amended; the Virginia Pesticide Control Act (1995), as amended; and DoD Measures of Merit which mandates reductions in pesticide applications. DoD Instruction 4150.7, DoD Pest Management Program; Army Regulation 200-5, Pest Management (29 Oct 99); and the Interservice Support Agreement (ISA) specify specific agency responsibilities regarding pesticide applications, records and contracts. Under the Fort Belvoir ISA, all organizations on Fort Belvoir are required to contact ANFB-ELE-E for pest management contract support. Both the Fort Belvoir and the MACOM Pest Management Coordinators must review and approve all pest management contract requests and proposals.

b. IPM is a planned decision making process that incorporates education, record keeping and best management practices (cultural, biological, and habitat modification) to prevent pests and diseases from causing damage to personnel and property. The IPM objective is to identify operational procedures that use the least toxic method to control pest populations in a cost-effective, environmentally sound manner.

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ANFB-ELE-E

SUBJECT: Integrated Pest Management Policy

c. All agencies and certified contractors must submit in writing to the Fort Belvoir Pest Management Coordinator (FB-PMC), a Fort Belvoir IPM Evaluation and Execution Form (FB(DIS)FM 76-E, Aug 99). This form must be completed by the requesting agency and pest management contractor and approved by the FB-PMC for each target pest annually by specific building/site location before any pesticides are applied.

d. All monthly pesticide applications must be recorded on DD Form 1532 (Pest Management Report) and submitted to the Fort Belvoir PMC by the 10<sup>th</sup> day of the following month.

e. All contractors or subcontractors must submit copies of their Pesticide Applicator Certifications to the FB-PMC prior to applying pesticides on Fort Belvoir.

4. This policy letter does not supersede any other policy letter.



KURT A. WEAVER  
COL, AR  
Garrison Commander

Distribution:  
F